

**IOWA RACING AND GAMING COMMISSION
MINUTES
NOVEMBER 12-13, 2014**

The Iowa Racing and Gaming Commission (IRGC) met on Wednesday evening, November 12, 2014 at Prairie Meadows Racetrack and Casino (PMR&C). Commission members present were Jeff Lamberti, Chair; and members Rich Arnold, Kris Kramer and Dolores Mertz. Vice Chair Carl Heinrich was absent.

Chair Lamberti called the meeting to order at 5:30 PM, and moved to the approval of the agenda. He advised the Commissioners that items 8C (Simulcast/Escrow Agreement with Iowa Greyhound Association) and 11 (Hearing for Michael Bell) were being removed from the agenda. Chair Lamberti indicated the hearing has been continued until the January Commission meeting. He requested a motion to approve the agenda as amended.

Commissioner Mertz moved to approve the agenda as amended. Commissioner Arnold seconded the motion, which carried unanimously.

Chair Lamberti moved to the Executive Session, and requested a motion. Commissioner Mertz moved to go into Executive Session pursuant to, but not limited to, Iowa Code Sections 21.5(1)a, g and h for the purpose of receiving Division of Criminal Investigation (DCI) background reports on the Iowa Greyhound Association. Commissioner Kramer seconded the motion, which carried unanimously on a roll call vote.

After returning to open session, Chair Lamberti requested a motion to recess the meeting until 8:30 AM on November 13th at the Adventureland Inn. Commissioner Mertz so moved. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti reconvened the meeting at 8:30 AM at Adventureland Inn, noting the Commission met in Executive Session the previous evening. He advised those in attendance of the amendments to the agenda.

Chair Lamberti moved to the approval of the minutes from the October 9, 2014 Commission meeting, and requested a motion. Commissioner Mertz moved to approve the minutes as submitted. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti moved to announcements and called on Brian Ohorilko, Administrator of the IRGC. Mr. Ohorilko provided the following information regarding upcoming Commission meetings:

- December 2014 – No Meeting
- January 22, 2015 – Stoney Creek Inn & Conference Center, Johnston, IA (Submissions due by January 7, 2014)
- February 2015 – No Meeting

- March 5, 2015 – Prairie Meadows Racetrack & Casino, Altoona, IA (Submissions due by February 19, 2015)

He advised the January meeting was being moved back a week to January 22nd due to a scheduling conflict, and would now be held at the Stoney Creek Inn & Conference Center in Johnston, IA.

Chair Lamberti noted that Commissioner Heinrich was absent due to the recent passing of his wife. He stated the Commission's thoughts and prayers were with the Heinrich family at this difficult time. He called on Wes Ehrecke, President of the Iowa Gaming Association, who also expressed condolences to Commissioner Heinrich on behalf of the Association membership. Mr. Ehrecke advised those who had met Shirley Heinrich described her as kind, gracious and wonderful.

Chair Lamberti moved to the rules before the Commission under Notice of Intended Action, and called on Mr. Ohorilko. Mr. Ohorilko provided the following summary of the rules: Item 1 removes the reference to the Gamblers Treatment Fund since it no longer exists; Item 2 is clarification of rules due to recent legislative changes regarding the DCI officers; IRGC staff will be handling the security regulations via a security plan; Item 3: Commission staff is receiving revenue reports on line, therefore, the requirement for the month-end report no longer exists; Item 4 adds a requirement for an independent network security assessment to be submitted to the Commission; Item 5 allows the racetracks to offer Trifecta wagering in circumstances with fewer horses; Items 6-9 are racing rules Commission staff and the horse industry have worked on through the task force which will bring Iowa regulations more in line with industry-standard model rules; Item 10 allows a licensed designee of an owner or trainer to enter a horse, and restricts the period of time when a jockey agent can enter a horse – the cut off time will be established by the stewards; Item 11 clarifies when horses can be coupled; Item 12 reduces the number of betting interests from 8 to 7 when a horse is scratched without penalty; Item 13 changes when the scratch time will be determined, the time will be set by the stewards; Items 14 and 15 are rules that clarify the waived claiming rule; Item 16 is a gaming rule allowing for multi-state wide-area progressive slot systems; and Item 17 is a rule change to accommodate new technology.

Mr. Ohorilko advised the proposed rules have been sent to all of the proposed stakeholders, but noted there are a few rules where staff is still working with the industry to try to make sure everyone is on the same page. He requested approval of the Notice of Intended Action on the rules.

Hearing no discussion or questions concerning the proposed rules, Chair Lamberti requested a motion. Commissioner Kramer moved to approve the Notice of Intended Action. Commissioner Arnold seconded the motion, which carried unanimously.

Chair Lamberti moved to the contract approval portion of the agenda and called on Diamond Jo, LLC d/b/a Diamond Jo Casino (DJ). Wendy Runde, General Manager, presented the following contracts for Commission approval:

- AJR Equities, Inc. – Merchandise for Promotional Gift Give-Aways
- KWIK Stop C-Store – Gas Cards for Promotional Give-Aways

Hearing no comments or questions concerning the contracts, Chair Lamberti requested a motion. Commissioner Mertz moved to approve the contracts as submitted by DJ. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti called on Riverside Casino & Golf Resort, LLC d/b/a Riverside Casino & Golf Resort (RCGR). Dan Franz, General Manager, presented the following contracts for Commission approval:

- American Hotel Register Co. – Hotel Amenities/Linen Supplies
- Rhythm City Casino, LLC – Support Services: Internal Audit, Regulatory Compliance, IT Services

Hearing no comments or discussions concerning the contracts, Chair Lamberti requested a motion. Commissioner Arnold moved to approve the contracts as submitted by RCGR. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti called on Diamond Jo Worth, LLC d/b/a Diamond Jo Worth (DJW). Kim Pang, General Manager, presented an amendment to the Amended and Restated Operator's Agreement with Worth County Development Authority, and the following contracts:

- Global Payments – Check Guarantee Service
- Nagle Signs – Purchase of Electronic Message Sign

Mr. Pang stated the amendment extends the operating agreement to March 31, 2025, and gives DJW the right to renew the agreement for succeeding ten year periods. All other terms and conditions remain the same.

Hearing no comments or questions concerning the amendment to the Operating Agreement or the contracts, Chair Lamberti requested a motion. Commissioner Mertz moved to approve the Amendment to the Operator's Agreement and the contracts as submitted by DJW. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti called on Rhythm City Casino, LLC d/b/a Rhythm City Casino (RC). Joe Massa, Chief Executive Officer, presented the following contracts for Commission approval:

- Marsh USA, Inc. – Property and Liability Insurance and Bond Premiums
- TPI – Direct Main Advertising
- UMR – Medical and Flexible Spending Plan

Hearing no comments or questions concerning the contracts, Chair Lamberti requested a motion. Commissioner Kramer moved to approve the contracts as submitted by RC. Commissioner Mertz seconded the motion, which carried unanimously.

Chair Lamberti called on Isle of Capri Bettendorf, L.C. d/b/a Isle Casino Hotel Bettendorf (IOCB). Nancy Ballenger, General Manager, presented the following contracts for Commission approval:

- Medical Associates of Clinton – Update to Previous Vendor Contract for On-Site Medical Clinic
- Bertch Cabinetry Mfg., Inc. – Manufacturer of Hotel Room Furniture for South Tower Remodel
- Incredible Technologies – Provider of Slot Machines and Parts

Ms. Ballenger advised the contract with Bertch Cabinetry out of Waterloo is for the interior renovation of the South Tower, the original hotel tower. The estimated investment is approximately \$8 million. The scope-of-work will include all 256 rooms and hallway corridors. She advised the finishes will be similar to the North Hotel Tower. All rooms will receive new carpeting, wall coverings, window treatments, mattresses, case goods, lighting, electronics as well as upgrades to the bathrooms. The renovation is to be completed in early spring 2015.

Hearing no comments or questions concerning the contracts, Chair Lamberti requested a motion. Commissioner Arnold moved to approve the contracts as submitted by IOCB. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti called on Catfish Bend Casinos II, LLC d/b/a Catfish Bend Casinos II (CBC). Gary Hoyer, Chief Executive Officer, presented the following contracts for Commission approval:

- US Bank – Debt Refinancing
- Paul Kosbab & Josh Jones – Sale of Riverboat

Mr. Hoyer advised the first contract involved the restructuring of the financing which involves changing the licensed casino company from a borrower to a guarantor, and establishes a new holding company to hold the debt which will be at a level above the casino. He stated the terms with US Bank are excellent and competitive and will benefit the casino company over the next five years. The terms also provide considerable flexibility for the company.

Mr. Hoyer advised this is the second time he has submitted a contract for the sale of the riverboat; the first one did not close. He noted due diligence is still pending; but the prospective buyers would like to move the boat down river before the locks close meaning the transaction would close in December.

Hearing no comments or questions concerning the contracts, Chair Lamberti requested a motion. Commissioner Mertz moved to approve the contracts as submitted by CBC. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti called on Wild Rose Clinton, L.L.C. d/b/a Wild Rose Clinton (WRC). Travis Dvorak, General Manager, presented the following contracts for Commission approval:

- Aristocrat – Purchase 6 Helix Uprights and Software
- Konami – Purchase 6 Podium Upright Video Cabinets

Hearing no comments or questions concerning the contracts, Chair Lamberti requested a motion. Commissioner Kramer moved to approve the contracts as submitted by WRC. Commissioner Mertz seconded the motion, which carried unanimously.

Chair Lamberti called on Ameristar Casino Council Bluffs, Inc. d/b/a Ameristar Casino Council Bluffs (Ameristar). Matt Block, Vice President of Government Affairs for Pinnacle Gaming, presented the following contracts for Commission approval:

- Edwards Chevrolet & Cadillac – Purchase of Vehicles for Hotel
- Shye West d/b/a Imagine This – Marketing and Promotional Items

Hearing no comments or questions concerning the contracts, Chair Lamberti requested a motion. Commissioner Arnold moved to approve the contracts as submitted by Ameristar. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti called on SCE Partners, LLC d/b/a Hard Rock Hotel & Casino Sioux City (HRHC). Todd Moyer, General Manager, presented the following contracts for Commission approval:

- Cintas Corporation – Kitchen Uniforms, Linen Supply and Maintenance
- Wellmark BCBS of Iowa – Health Insurance Provider for Employees
- L & L Distributing Co., Inc. – Beverage Supplier
- Alcoholic Beverages Dept./State of Iowa – Alcoholic Beverages
- GPI USA, Inc. – Gaming Instruments of Chips, Cards, Dice and Layouts
- AmSan – Cleaning Supplies
- Risk Management Consultants LLC – Risk Management Consultant and Insurance Coordinator
- USPS – Postal Services
- The Printer, Inc. – Printing Services

Chair Lamberti noted that Mr. Moyer had followed up and provided more details for contracts that were with non-Iowa vendors. Chair Lamberti advised all facilities that it is better to submit more information, not less, when submitting contracts with out-of-state vendors.

Hearing no comments or questions regarding the contracts, Chair Lamberti requested a motion. Commissioner Kramer moved to approve the contracts as submitted by HRHC. Commissioner Mertz seconded the motion, which carried unanimously.

Chair Lamberti called on Wild Rose Emmetsburg, L.L.C. d/b/a Wild Rose Emmetsburg (WRE). Tom Timmons, Vice President of Operations, presented the following contracts for Commission approval:

- Heartland – 401k Contributions
- Imagine This – Promotional Products
- Reinhart Foods – Food products
- Waldinger Corp – Heating and Cooling

Hearing no comments or questions concerning the contracts, Chair Lamberti requested a motion. Commissioner Mertz moved to approve the contracts as submitted by WRE. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti called on IOC Black Hawk County, Inc. d/b/a The Isle Casino Hotel Waterloo (IOCW). Bari Richter, General Manager, presented a contract with BakeMark to provide bakery ingredients and products.

Hearing no comments or questions concerning the contract, Chair Lamberti requested a motion. Commissioner Arnold moved to approve the contract as submitted by IOCW. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti moved to the Gambling Structure License Renewal for the Dubuque Racing Association d/b/a Mystique Casino. Tom Wiedmayer, Chief Operating Officer; Dustin Manternach, Chief Financial Officer, and Brian Southwood, Vice President of Grants and Special Projects, were present to answer any questions. Mr. Wiedmayer requested a 15-month license which will take the facility through March 2016, allowing them to sync up with the other license renewals as the license is changing from a 99D (pari-mutuel license) to a 99F (gambling structure) license as approved by the Legislature during the 2014 session.

Mr. Wiedmayer also presented the following contracts for Commission approval:

- Advanced Business Systems – Postage Machine Lease
- Iowa Street Market – Liquor Purchases
- Maines Paper & Food Service – Food Purchases
- O'Connor & Thomas, P.C. – Legal Services

Hearing no comments or questions concerning the license renewal or contracts, Chair Lamberti requested a motion. Commissioner Arnold moved to approve the Dubuque Racing Association's request for a license to conduct gambling games and to operate a gambling structure from January 1, 2015 through March 31, 2016, including the additional contracts. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti moved to the next agenda item, the license renewal application of the Iowa West Racing Association d/b/a Horseshoe Casino-Bluffs Run Greyhound Park (IWRA/HC-BRGP). Pete Tulipana, Executive Director of IWRA, expressed sympathies to Commissioner Heinrich on behalf of the Council Bluffs properties on the loss of his wife.

Mr. Tulipana stated IWRA's relationship with Horseshoe is excellent; they meet regularly to discuss operations and the pari-mutuel track. He noted Harrah's is one of the largest employers in the region, and advised that the administration and employees are active in the community.

With regard to operations this year, Mr. Tulipana advised that as a result of the gaming license fees, IWRA has granted \$5 million to the Iowa West Foundation (IWF). Funding received in the first three quarters of this year has helped IWF award \$12 million in grants and initiatives. He provided the following examples of how the funds are being utilized: \$1.1 million for preschools throughout Pottawattamie County; over \$1 million for trails that are being built throughout the county; and through IWF's education initiative, they are looking at a pilot program to provide summer learning opportunities to help prevent students from falling back during the summer months. Mr. Tulipana described Harrah's/Horseshoe as a key corporate partner in the community, and requested that the Commission approve the license renewal application.

Samir Mowad, Assistant General Manager, was present to address any questions concerning the license renewal application.

Hearing no comments or questions concerning the license renewal application, Chair Lamberti requested a motion. Commissioner Kramer moved to approve the renewal of the pari-mutuel racing license, including dates, and the racetrack enclosure license to conduct gambling games for Bluffs Run Greyhound Park/Horseshoe Casino, contingent upon the following conditions:

- The import and export contracts should continue to have the review and approval by staff to insure regulatory compliance.
- Continuous review of racetrack maintenance issues and monitoring of injuries in cooperation with the Iowa Greyhound Association and IRGC representatives.

Commissioner Mertz seconded the motion, which carried unanimously.

Chair Lamberti moved to HC/BRGP's request for season approvals for the 2015 live race meet. He moved to approve the season approvals for the 2015 racing season as submitted by HC-BRGP. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti moved to the pari-mutuel license application submitted by the Iowa Greyhound Association (IGA) to conduct live racing in 2015. Tom Timmons, Vice President of Operations for Goldfinch Entertainment, advised they had been hired as a consultant by IGA to assist them through the licensing process; and advised that all three of the attorneys representing the IGA are currently out-of-town. He indicated he would try to answer any questions to the best of his ability, or get a response back to the Commission if he did not know the answer.

Chair Lamberti noted this is a unique situation due to the legislation and the requirements, which has put everything on a fast time frame compared to what the Commission is used to; and stated there is a lot of work to be done between now and January with respect to simulcasting, and the live race meet in April. He stated IGA would be required to comply with all of the requirements of the Iowa law; no corners will be cut. Chair Lamberti stated the Commission's most important

duty is to insure the integrity of the meet and any simulcasting. He advised that while the Commission understands the requirements of the legislation, they will be holding the IGA to the same standards as any other licensee. He noted the motion would contain a laundry list of conditions the Commission expects to be complied with moving forward in the process.

Hearing no comments or questions concerning IGA's license application, Chair Lamberti requested a motion. Commissioner Mertz moved to approve the IGA's request for a pari-mutuel racing license, including the dates, at Dubuque Racing in Dubuque from January 1, 2015 through December 31, 2015 contingent upon the following conditions:

- Approval of a revised security plan by IRGC and DCI staff reflecting the current area set out in the lease or other arrangements made to utilize security officers not employed by IGA.
- Payment of regulatory fee as determined at the January Commission meeting.
- The import and export contracts should have the review and approval by IRGC staff to ensure regulatory compliance.
- Approval of Totalizator (tote) testing and system reports prior to opening.
- Approval by IRGC staff for procedures to comply with self-exclusion and set-off programs.
- Submission of signed agreements and any other ancillary agreements or contracts requiring Commission approval to IRGC staff by December 15, 2015 to be reviewed at the January Commission meeting for approval.
- Submission of proof of adequate financing to support simulcast operations submitted to IRGC staff by December 15, 2015. In addition, submission of adequate financing to support live racing operations to the Commission at a later date as determined by the Commission. Interpretation of these conditions shall be in the sole determination of the Commission.
- Final walk-through of facility by IRGC staff prior to opening.
- Demonstration of compliance with all other regulations as set forth in Iowa Code Chapter 99D and the related Iowa Administrative Rules prior to opening. Interpretation of this condition shall be in the sole determination of the Commission.

Chair Lamberti noted the references to December 15, 2015, in the motion should be December 15, 2014. Commissioner Mertz accepted the amendment to her motion. Commissioner Kramer seconded the motion, which carried unanimously.

Chair Lamberti moved to the agenda items for PMR&C, which included a review of the quarter horse meet, the license renewal, comments from the Iowa Horsemen's Benevolent Protective Association and contracts. Gary Palmer, General Manager, introduced Derron Heldt, Director of Racing, who addressed the quarter horse meet. He advised the quarter horse meet was 27 days; the on-track handle was down slightly or flat compared to last year; on-track handle was about \$466,000 this year; and field size was down slightly from last year – 7.6 entries per race this year versus 7.9 last year. Mr. Heldt noted inventory on the back side was down – 725 horses in 2013 versus 645 this year. The difference was represented by 8-10 trainers that did not stable their

horses on the back side. When reviewing the conditions for the live meet, they elected to utilize the back side to ship in and ship out for the races.

Mr. Heldt advised the highlight of the meet was the Challenge Championships held on the last day of the meet. He noted there were 10 races on Friday and 11 races on Saturday. Approximately one month prior to the Challenge Championship, PMR&C hosted a regional championship for the central part of the Midwest, and the six winners from those races raced on Saturday. Of the six horses that qualified at PMR&C, three won their race while the other three did not finish worse than third. Mr. Heldt noted PMR&C also ran two Iowa-bred races that weekend, which was something new this year. He indicated it worked very well.

Mr. Heldt stated he received a phone call from Tom Lepic, President of the Iowa Quarter Horse Racing Association (IQHRA), advising he would not be able to attend the Commission meeting. He asked Mr. Heldt to inform the Commission that he and his board have some ideas for the 2015 racing season which they will bring forward in the next 30-60 days; possibly less racing days, less purse amounts or categories, etc. Mr. Heldt stated the IQHRA Board is willing to work with PMR&C in order to put their best foot forward and improve racing in Iowa.

Mr. Heldt also addressed the horse racing task force Mr. Ohorilko put together to bring all the stakeholders together. The group held meetings from August through October. He stated nine or ten of the rules presented under the Notice of Intended Action affect racing. He pointed out that the members did not always agree, but were always able to reach a consensus. Mr. Heldt stated those rules will help racing – both the thoroughbred and quarter horse industries - going forward.

Hearing no comments or questions concerning the quarter horse meet, Chair Lamberti moved to the license renewal application for the pari-mutuel license. He indicated it was his understanding PMR&C had reached an agreement with the IQHRA with regard to purses, but are still working on an agreement with the thoroughbreds. Mr. Palmer indicated that was correct; that they have been in negotiations this week, and there are just a couple of issues on which they have been unable to come to an agreement.

Mr. Palmer presented the following additional contracts for Commission approval:

- Acres 4.0 – Kai Software that Assists Casino Staff with Prompter Guest Service
- Air Filter Sales & Service – Air Filter Service
- Daniels Filter Service – Air Filter Service
- Health Solutions, LLC – Employee Wellness Program
- Kabel Business Services – Administer Flexible Spending/Dependent Care Plans for Employees

Chair Lamberti noted the license renewal of the racetrack enclosure license is also before the Commission at this time. He called for any questions regarding the license renewal application. Hearing none, he called on the Iowa Horseman's Benevolent Protective Association for their comments. Jon Moss, Executive Director, concurred with Mr. Palmer's assessment that the parties are close to reaching an agreement, and; therefore, are not comfortable indicating they

agree with the license approval for next year. He indicated the parties have not been able to reach an agreement with regard to the number of races to be run. He requested the Commission postpone approval as they have done in the past with regard to the pari-mutual license and race dates. Mr. Moss emphasized the parties are close, and believe they can reach an agreement very quickly.

Chair Lamberti noted PMR&C has submitted an agreement with the IQHRA; however, the IHBPA and IQHRA agreements are required to be submitted together so the Commission will hold off on approving the agreement with the IQHRA. He advised the Commission does not have any issues with that agreement. Chair Lamberti stated the Commission would set the race dates for the thoroughbreds at the January meeting if the parties have not reached an agreement. He urged the IHBPA and PMR&C to resolve their differences.

Chair Lamberti called for any comments or discussion regarding the PMR&C license renewal application. Mr. Palmer stated that when the Commission delays approval of the dates, it makes it difficult for them to get their condition book out, and line up horses and races for the following year; the delay puts them two months behind. He advised the disagreement lies in Article 3. Mr. Palmer stated PMR&C has agreed to the dates and times, and 67 races; however, Article 8 calls for 9 races, or 603 races that PMR&C has agreed to. Mr. Palmer stated the disagreement is that the IHBPA wants to insert 603 opportunities, which PMR&C is not comfortable in doing. He stated 67 times 9 is obviously 603; Mr. Palmer stated this is what is holding up the contract with the IHBPA, and possibly two months' of work and handicapping quality racing at PMR&C.

Mr. Heldt pointed out the Commission had moved the meeting date in January back a week. He indicated he is usually trying to recruit horses at the end of December.

Mr. Moss stated that while he understands the concerns expressed by Messrs. Palmer and Heldt, he does not believe it is something that is insurmountable. He stated if the parties have a signed agreement; PMR&C could proceed with the condition book and recruiting of horses without the Commission's approval of the agreement. Mr. Moss concurred with Mr. Palmer's assessment of the situation that the disagreement lies solely in the number of racing opportunities. He noted the Commission has historically granted them a minimum of 603 races. Mr. Moss advised the IHBPA has compromised considerably in order to guarantee the 603 races, part of which is agreeing to a couple of weeks with five days of racing per week which is difficult for the thoroughbred industry to accomplish and have a full field. The IHBPA is concerned about losing racing opportunities. He requested the Commission hold off on approving the license. Mr. Moss reiterated that if the parties were able to reach an agreement within the next couple of weeks, he didn't see any reason why PMR&C could not go forward with getting the condition book out.

Chair Lamberti stated he was not sure if the Commission had any flexibility to try to move things along quicker in the future. Hearing no further comments or questions, Chair Lamberti requested a motion.

Commissioner Kramer moved to approve the renewal of the pari-mutuel racing license with 67 race days scheduled for thoroughbreds and 26 race days scheduled for quarter horses, the

racetrack enclosure license to conduct gambling games for Prairie Meadows Racetrack & Casino, all contracts contained in the application with the exception of the agreement with the Iowa Quarter Horse Association, and the additional contracts contingent upon the following conditions:

- The import and export contracts should continue to have the review and approval by staff to insure regulatory compliance;
- All marketing promotions that may affect live racing, particularly the racing schedule and post times, shall have prior approval from IRGC;
- Ongoing updates to staff on track surface safety measures and improvements; and
- Establishing specific dates and post times at the January meeting.

Commissioner Mertz seconded the motion, which carried unanimously.

As there was no Public Comment or administrative business to come before the Commission, Chair Lamberti requested a motion to adjourn. Commissioner Mertz so moved. Commissioner Kramer seconded the motion, which carried unanimously.

MINUTES TAKEN BY:

JULIE D. HERRICK